

# Minerva West

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## PROFILE

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Proven HR Manager experienced at scaling teams and processes across enterprise, comfortable working cross-functionally.

## EMPLOYMENT HISTORY

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### Talent Acquisition Manager — Ullrich, Doyle and Lind (2016-11-06 - 2023-07-28)

- Implemented a performance review program which improved engagement scores by 13 points.
- Led recruitment for 16 roles across EMEA/US, reducing time-to-hire by 17%.
- Rolled out benefits and L&D programs that increased retention in key teams by 10%.

### People Operations Manager — Heller Group (2024-11-08 - Present)

- Managed complex employee relations issues and maintained compliance with local employment law.
- Led recruitment for 163 roles across EMEA/US, reducing time-to-hire by 36%.
- Rolled out benefits and L&D programs that increased retention in key teams by 21%.
- Implemented a performance review program which improved engagement scores by 6 points.

### Talent Acquisition Manager — Grant - Grimes (2021-06-19 - 2021-09-06)

- Rolled out benefits and L&D programs that increased retention in key teams by 13%.
- Managed complex employee relations issues and maintained compliance with local employment law.

### HR Manager — Goodwin, Hoeger and Ward (2018-10-24 - 2021-02-27)

- Implemented a performance review program which improved engagement scores by 8 points.
- Managed complex employee relations issues and maintained compliance with local employment law.
- Rolled out benefits and L&D programs that increased retention in key teams by 6%.
- Led recruitment for 71 roles across EMEA/US, reducing time-to-hire by 27%.

## SKILLS

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### Talent

Employer Branding • Sourcing • Recruitment

### Operations

HRIS (Workday/BambooHR) • Benefits Administration

### People Practices

Employee Relations

### Compliance

Workplace Investigations • GDPR

## ACADEMIC BACKGROUND

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B.A. Business Administration, Carter, Ziemann and Jakubowski College (2019)

## PROJECTS

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**utique censura arca** - AI-driven client-driven flexibility

**possimus** - Exclusive needs-based firmware

## CERTIFICATIONS

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- PHR